



## Finance Manager

**Hiring Range: \$84,480 - \$114,000 Annually**

The Department of Finance and Management Services is seeking a detail-oriented and technically sound individual to join our financial team! This integral team member will provide support to other departments and work daily to protect the County's financial integrity and triple AAA bond rating. In this position, you'll lead critical accounting functions, supervise staff, and prepare key financial reports. Your expertise will directly support the County's mission of responsible stewardship and transparency. If you're a detail-driven professional with a passion for public finance and a commitment to excellence, Hanover County offers a collaborative environment where your impact truly matters.

**General Description:** This is a professional position, which also may be supervisory. The incumbent performs difficult tasks related to managing a department's accounting functions or particular countywide accounting functions.

**Organization:** The Finance Manager reports to the Finance Division Director and may supervise financial administrative support staff such as Financial Technicians..

### **Essential Functions:**

- If applicable, supervises employees, performing related human resources functions and completing necessary paperwork.
- Monitors, reconciles and directs day-to-day activities for financial transactions and reconciliations for subsidiary ledgers.
- Assist in the development, review, and implementation of financial policies, procedures, and regulations.
- Prepares and analyzes accounting financial reports.
- Oversees the entry and/or reconciliation of numerical and/or financial data and the recording of funds to the General Ledger.
- Reviews financial and system reports for accuracy.
- Coordinates, researches and resolves financial discrepancies.
- Drafts financial documents, including the Annual Comprehensive Financial Report.
- Assists in implementation of Government Accounting Standards Board pronouncements.
- Participates in audits as needed and prepares required supplementary schedules and reconciliations relating to the audit.
- Works with external consultants on external reporting, including the Cost Allocation Plan and actuarial valuations.

For more information or to apply for this position, please visit our career site at [www.hanovercountyjobs.com](http://www.hanovercountyjobs.com) or call (804) 365-6075.